



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Ray Tetreault • Vice-President – Mark Simon • Director – Kevin Graves • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday March 20, 2013
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Tetreault
Pledge of Allegiance – Led by President Tetreault
Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. PRESENTATIONS

1. Presentation Regarding Development Project Status, including Pantages Bays and Newport Pointe John Osborne – Provided an update on item C-1. There was discussion between the General Manager, John Osborne, and the Board.

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Director Pease – Provided the report and details of the TriLink Policy Advisory Committee Meeting #2 dated March 14, 2013.

E. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT Minutes of previous special meeting dated March 6, 2013
2. DRAFT Minutes of previous regular meeting dated March 6, 2013
3. Approve Register of District Invoices

Motion by: Vice-President Simon to approve the Consent Calendar

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

F. NEW BUSINESS AND ACTION ITEMS

1. Approve Purchase of 17 Solar Pathway Lights for the Cornell Park Solar Lighting Project

General Manager Howard – Provided the details of item F-1. There was discussion between the General Manager, the Water and Wastewater Manager, and the Board. This item has been moved to the next meeting of April 3, 2013.

2. Approve and Adopt Resolution 2013-06 Adopting Town of Discovery Bay Vehicle Use Policy

General Manager Howard – Provided the details of item F-2. There was discussion between the General Manager and the Board.

Motion by: Director Graves to adopt Resolution 2013-06 for the Town of Discovery Bay Vehicle Use Policy

Second by: Vice-President Simon

Vote: Motion Carried – AYES: 5, NOES: 0

3. Purchase of Grinder for the Belt Press Installation Project

General Manager Howard – Provided the details of item F-3. There was discussion between the General Manager and the Board.

Motion by: Vice-President Simon to authorize the purchase of the Grinder for the Belt Press installation project not to exceed the amount of \$22,655.97

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

4. Authorize Water and Wastewater Rate Studies for the periods FY 2013/14 through FY 2016/17 with Bartle Wells Associates in an amount not to exceed \$33,125.00

General Manager Howard – Provided the details of item F-4.

Bartle Wells Associates Financial Analyst Allison Lechowicz – Provided additional details of item F-4. There was discussion between the Financial Analyst, the General Manager, Legal Counsel, and the Board. There was one Public Comment Speaker.

Motion by: Director Pease to approve contract with Bartle Wells Associates to conduct the necessary Water and Wastewater Rate Studies for the periods FY 2013/14 through FY 2016/17 in an amount not to exceed \$33,125.00 and authorize the General Manager to execute all contract documents

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

5. Discovery Bay Community Center Swimming Pool Repair

General Manager Howard – Provided the details of item F-5. There was discussion between the General Manager and the Board. There was one Public Comment Speaker. This item has been moved to the next meeting of April 3, 2013.

G. VEOLIA REPORT

1. Veolia Report for February 2013

Project Manager Fermin Garcia – Provided the details of the February 2013 Monthly Operations Report. There was discussion between the Project Manager and the Board.

H. MANAGER'S REPORTS

None

I. GENERAL MANAGER'S REPORT – Discussion and Possible Action

1. Brent Ives Consulting

General Manager Howard – Provided information regard the Municipal Service Review (MSR) through LAFCO and that the item will be on the April 3, 2013 Agenda. Provided the details of item I-1. There was discussion between the General Manager and the Board.

Motion by: Director Pease to direct Staff to schedule a date for a Board Workshop with Brent Ives Consulting Services

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

J. DISTRICT LEGAL COUNSEL REPORT

Legal Counsel Schroeder – Stated that he will not be at the next meeting and that Legal Counsel Rod Attebery will be attending.

K. COMMITTEE UPDATES

1. Approved minutes from the Community Center meeting dated February 25, 2013

2. Community Center Status Report (No written report)

General Manager Howard – Provided details of item K-2. Also, provided an update on the Discovery Bay Community Center class schedule.

L. CORRESPONDENCE – Discussion and Possible Action

1. R – Contra Costa Aviation Advisory Committee meeting minutes dated January 10, 2013

2. R – East Contra Costa Fire Protection District meeting minutes dated February 4, 2013

3. R – County Supervisor Piepho letter regarding National Flood Insurance Program dated February 27, 2013

M. PUBLIC RECORD REQUESTS RECEIVED

N. FUTURE AGENDA ITEMS

1. Consensus from the Community Center meeting on March 25, 2013 relative to the other Fitness Center

O. ADJOURNMENT

The meeting adjourned at 8:30 p.m. to the next Regular meeting of April 3, 2013 starting at 7:00 p.m. at 1800 Willow Lake Road.

//cmc – 03.21.13

<http://www.todb.ca.gov/content/agenda-and-minutes/>